Land Development Plan Review Process

1. Exploratory Plan
2. Public Hearings
3. Construction Plans
4. Record Plan Recordation
5. Construction Begins
Exploratory Plan

- Required for all major and minor plans.
- Land Use reviews the applicants submission and responds:
  - Exploratory Plan Report
    - Detailing any concerns
    - Factors for the applicant to consider (e.g. guiding principles)
    - Informing the applicant as to whether the Department approves, approves with modifications, or denies the exploratory plan.
  - The letter also details any other actions, reports or special studies that will be required at a subsequent stage, including whether a traffic study is required.
Below is a list of all public meetings that a project may be subject to. It is very rare to have a project subject to review by every board.

- Office of State Planning (PLUS)
- Planning Board Public Hearing
- Planning Board Business Meeting
- Historic Review Board
- Resource Protection Area Technical Advisory Committee
- Board of Adjustment
- County Council (Rezoning)
- County Council (Record Plan)

*To avoid delays, it is possible for a project to be reviewed by multiple boards concurrently.*
Site Construction Plans

What are Site Construction Plans?

- Sediment and Stormwater Management
- Grading
- Landscape and Open Space Management
Record Plan Requirements

- Land Development Improvement Agreement (LDIA)
- State Agency Approvals (DelDOT, Fire Marshal, etc.)
- Applicable Legal Documents
- Water Certification
- Water Management Agreement
- Applicable Fees
Construction Begins

The Land Development Plan is recorded – What’s Next?

- Pre-construction meeting
- Perimeter Controls and Bulk Grading
- Building Permit Issuance
- Site and Building inspections
Project Completion

Certificate of Occupancy:

- NCC Land Use – Engineering, Planning and Building
  - Stormwater Management Facility(ies)
  - Record Plan Inspection (parking, landscaping, site vegetation)
  - Final Building
- NCC Public Works
  - Sanitary Sewer
  - Stormwater Maintenance Facility Fee Funded
- DE State Fire Marshal
- DEldOT
- DE State Board of Health
- DE State Division of Communication
*The Resident Toolbox makes it easier to search for active land development projects. Simply enter any address to determine if there is an active land development project under review.